



O'FALLON
• P R O P E R T I E S •

What are the qualifications I must meet to be approved?

RENTAL APPLICATION CRITERIA

All persons over the age of 18 that intend to reside in the leased premises MUST complete and sign an application for rent. All persons must qualify according to the rental application criteria. Applications may be submitted via the online portal or printed and delivered to our UPS Store box.

Lease documents must be signed in person before possession of the apartment will be given out.

OCCUPANCY

An occupant is defined as each person living in an apartment. The apartments are limited to two occupants per bedroom. In calculating the number of persons, an infant, younger than 12 months shall not be included in determining the number of occupants.

RENTAL HISTORY

One year of rental history must be verified by phone or email. Mortgage history must be provided directly from the mortgage company. If the landlord is a single proprietor, you may provide a copy of a recent utility bill to prove residency at the address.

EMPLOYMENT HISTORY

One year of history must be verified by phone or email.

INCOME

Gross Monthly Income must meet 3 times the monthly rental rate. Husband/wife and domestic partners may combine gross monthly income to qualify for the target income.

PROOF OF INCOME

Applicants should provide written proof of income such as pay stubs, W-2 or redacted tax returns for proof of income. A minimum of 2 recent paystubs are required or a W-2 or tax return from the prior tax year. If an applicant cannot provide one of these documents they may submit 12 months of their bank statements substantiating monthly deposits equal to 4 times the monthly rental rate.

CRIMINAL HISTORY

All applicants are subject to a criminal background check. Applicants with felony criminal convictions within the past 7 years may be denied occupancy. Any applicant convicted of sex related offenses at any time will be denied occupancy.